

CHANGE NOTICE
(Revised November 19, 2014)

While state-sponsored printing and distribution of the Wisconsin Administrative Code and Register will end on December 31, 2014, printed copies of individual Code Books will remain available to those who wish to purchase a copy. Pre-printed copies of Code *Chapters* will not be available however they can be found on the [Legislature's](#) and [Legislative Reference Bureau's](#) websites for downloading.

Important points:

- The Wisconsin Legislative Reference Bureau will continue to *electronically* publish the Administrative Code, individual Codes, individual Chapters and the Register for downloading from their present locations on the Legislature's and Legislative Reference Bureau's websites.
- *Electronic* copies of the Code and Register may be accessed and printed at no charge from the Legislature's and Legislative Reference Bureau's websites.
- Effective January 1, 2015, those who prefer to receive a pre-printed copy of the entire Administrative Code and/or individual Code Books may purchase the document(s) by contacting the Wisconsin Department of Administration's, [Document Sales and Distribution](#) Program at (608) 266-3358, 1-800-362-7253 or via email at DOADocumentSalesInformation@wisconsin.gov. *(Note: Chapters will only be available for download from the Legislature's and Legislative Reference Bureau's websites.)*
- The subscription service for the Administrative Code and Register will end December 31, 2014. Thereafter, those wishing to secure a copy of the individual Code Books or the entire Administrative Code must access the Legislature's or Legislative Reference Bureau's website to download copies free of charge or contact the Document Sales and Distribution Program to purchase copies.

Electronic Register and Code:

- Electronic publication of the Register will occur every Monday rather than the current practice of bimonthly publication.
- Updated and new Code chapters, with insertion and removal instructions, will still be published in the last Register of each month.

Code chapters will be published in the Register as PDF files in the exact format as they are currently printed, including page numbers.

Users can continue loose-leaf notebook use by printing chapters to 3-hole punched paper from any printer or by making arrangements with a commercial printer. (Notebooks will no longer be available from the state and the notebook volume for insertion will no longer be designated for published chapters.)

- The format for Internet publication of the Code will not change. The Code will continue to be published in its entirety in both HTML and PDF formats and updated on the first day of each month to reflect changes published in the most recent end-of-month Register.
- An Email notice system is being developed to alert users to changes in only those rules and rulemaking notices that are of interest to the user. RSS feeds providing notice of new Registers and changes to the whole Code, Code chapters grouped by agency, and individual Code chapters are currently available. (For more information on RSS feeds see

<https://docs.legis.wisconsin.gov/feed.>) Details on the email notice system will be published in future Registers prior to January 1, 2015.

Printed Code:

- Those who choose to purchase a pre-printed copy of Individual Codes or the complete Administrative Code after January 1, 2015, may do so by contacting the Wisconsin Department of Administration's, Document Sales and Distribution Program.
- All purchases of individual Code Books will be printed as loose-leaf paper, grouped by Code and shipped. The individual Codes will be printed on 2-sided, 3-hole pre-punched paper but will not be placed in binders or notebooks. Binders and notebooks will not be available from the state.
- All purchases of the complete Administrative Code will also be printed and shipped as loose-leaf paper. The complete Code will be printed on 2-sided, 3-hole pre-punched paper, separated by individual Code but not placed in binders or notebooks. Binders and notebooks will not be available from the state.

Direct questions on electronic publications via the Internet to: Wisconsin Legislative Reference Bureau, Bruce Hoesly (608) 266-7590, bruce.hoesly@legis.wi.gov.

Direct questions on printed copies to: Wisconsin Department of Administration, (608) 266-3358.

**Wisconsin Administrative Code
Ordering Information and Price List for the Remainder of 2014**

Today, the Wisconsin Administrative Code is published and distributed pursuant to Section 35.93 and Chapter 227 of the Wisconsin Statutes. Effective January 1, 2015, Wisconsin Act 20 of 2013 will remove Section 35.93 from the statutes eliminating state-sponsored printing and distribution of the Wisconsin Administrative Code and Register. Therefore, the state will sponsor the Administrative Code and Register as electronic-only publications effective January 1, 2015. However, those wishing to purchase a printed copy of individual Administrative Code Books after January 1, 2015, may do so by contacting Wisconsin Department of Administration's, Document Sales and Distribution Program. The entire Administrative Code will also be available for purchase as a printed copy from the Document Sales and Distribution Program. The Register will not be available in printed form after December 31, 2015.

Through December 31, 2014, the complete code consists of loose-leaf binders containing all "Administrative Rules" of state agencies. A separate set containing rules of the Safety & Buildings Division in the Department of Safety and Professional Services and selected rules of the Department of Workforce Development is also available. As rules are created or amended, newly printed sheets will be prepared and automatically mailed to subscribers of the supplemental service through December 2014. These mailings will occur near the end of each month throughout 2014. Effective January 1, 2015, Administrative Rules will only be available at no charge via the Internet. You may purchase printed copies of the complete Code or individual Code Books from Wisconsin Department of Administration's, Document Sales and Distribution Program. Loose-leaf binders will no longer be available after December 31, 2014. *Printed Chapters of the Code will no longer be available after December 31, 2014.*

To avoid overpayments for subscriptions to Supplements for Code Books, costs will be prorated on a month-to-month basis for all new and renewal subscriptions beginning January 2014 through December of 2014. Expiration dates will be shown under the "Expire Date Column" on your renewal notice. Subscriptions, which are not renewed, automatically will expire one month after renewal notices are mailed. **No second notices will be sent. All subscriptions end on December 31, 2014.**

The **Administrative Register - Notice Section and Emergency Rules (#R)** provides information as to creation, amendment, or repeal of Administrative Rules. Included also are "Notice of Hearings" scheduled as well as "Emergency Rules" in effect. The Administrative Register is issued twice monthly.

Through December 31, 2014, the Register is automatically provided to subscribers of the complete Code (#A) Supplements. Through December 31, 2014, the Register is also provided to subscribers of Individual Code Supplements that are affected by the Register's contents that month. Subscriptions for the Register end November 30, 2014.

Prices for Calendar Year 2014 are shown in the following pages. These reflect, as near as practical, actual costs of manufacturing, handling and distribution on a month-to-month basis until January 1, 2015. Prices for certain items have been adjusted to reflect volume and activity changes. Prices and code format are subject to change without notice. No refunds for subscriptions will be granted per Wis. Stats. S.35.93 (7). Free distributions are limited strictly to those cited in Wis. Stats. S.35.84(2).

Renewing: Please use the "**Renewal Notice**" form. All subscriptions and sales are subject to 5% state sales tax, 0.5% county sales tax, and 0.1% stadium tax, where applicable. A \$2.50 credit card fee will be charged on visa or master card payments.

If you have questions please phone: (608) 266-3358 or 1-800-362-7253.